

The purpose of these rules is to establish practices and customs by Board Members and other speakers to encourage the meeting to flow in a smooth and orderly manner and to protect the assembly from imposition.

Rules of Decorum and Debate at the Board Meetings

Board Members Must:

- Address themselves solely and directly to the Chair. They may not address other Members, individuals in the gallery, or persons who might be observing through the media.
- Be recognized by the Chair before engaging in discussion (i.e. questions, commentary, motion, discussion, etc.).
- Be seated during an interruption by the Chair. (I.e. where the Chair rules to make a ruling, give information, or otherwise speak to ensure an orderly meeting.
- Refrain from interrupting any member, speaker, or the Chairperson or the Vice-Chairperson.
- Refer to Board Members as the "member who spoke last," "Commissioner," "my Colleague," or "Staff."
- Avoid characterizing or attacking another Member's personal intent or motives and discussing personalities.
- Refrain from speaking disrespectfully of the Chairperson, Vice-Chairperson, Board Leadership, other Members, Department Executives, or staff at any time.
- Refrain from referring to the official conduct of other Members where such conduct is not under consideration by way of a report of the Board.
- Refrain from referring to the specific votes of particular Board Members.
- Refrain from speaking adversely on a prior action not pending.
- Refrain from using profane or vulgar language.
- Ensure microphone and video are operable in gallery platform to allow at least a quorum present and showing during the meeting.
- Activate microphone and enable video to ensure proper and timely connectivity.
- Refrain from disturbing the assembly.

If at any time the Chair rises to state a point of order, or give information, or otherwise speak, within the broad privilege of ensuring an orderly meeting, the member speaking must yield, stop speaking, and take a seat until the Chair has been first heard. (See Robert's Rules of Order)

When called to order, the member must sit down until the question of order is decided.

If the Chair rules a member is making improper remarks, the member cannot proceed. Any objection to the ruling requires a Board vote, which must be held without debate.

NOTE: Debate which violates the rules of decorum may result in a Member's words being taken down from the minutes and redacted from the transcript.

See Robert's Rules of Order